



A place where families and businesses thrive.

Monday, July 13, 2020

City Council Regular Meeting Minutes

7:00 p.m., Webex Community Auditorium

***Minutes are unofficial until approved by Council.
Council approved minutes as presented August 10, 2020.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:06 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council limited in-person contact and social distancing. **The City Council conducted the Council meeting remotely by video conferencing.** The meeting was remotely video conferenced by City Recorder Ruggles and televised live from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 30 and Live Streamed on MACC TVCTV YouTube Channel 30. The public was allowed to attend and observe in the Community Auditorium as space allowed. The Council accepted written comments on items not on the agenda submitted by July 13, 2020, 3pm, to the City Recorder.

ROLL CALL: COUNCIL PRESENT ATTENDED BY WEBEX REMOTELY: Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph "Val" Valfre; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY WEBEX REMOTELY: Jesse VanderZanden, City Manager (Webex remotely); Paul Downey, Administrative Services Director (Webex remotely); Michael Kinkade, Fire Chief (Webex remotely); Gregory Robertson, Public Works Director (Webex remotely); and Anna Ruggles, City Recorder (in the Community Auditorium).

2. CITIZEN COMMUNICATIONS: None.

3. CONSENT AGENDA:

Items under the Consent Agenda are considered routine and are adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Regular Meeting Minutes of June 8, 2020. **ITEM REMOVED**
- B. Approve City Council Executive Session (City Manager Performance Evaluation) Meeting Minutes of June 22, 2020.
- C. Accept Community Forestry Commission Meeting Minutes of February 19, 2020.
- D. Accept Planning Commission Meeting Minutes of June 15, 2020.
- E. Community Development Department Monthly Building Activity Informational Report for June 2020.
- F. **Endorse Liquor License Renewal Applications for Year 2020:**
 - 1. Diamond Palace Restaurant, 1921 Main Street, Full On-Premises Sales

MOTION: Councilor Rippe moved, seconded by Council President Wenzl, to approve the Consent Agenda as amended. **ROLL CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. **MOTION CARRIED 7-0.**

3. A. Approve City Council Regular Meeting Minutes of June 8, 2020

Rippe removed the above-noted item from the Consent Agenda, noting he would like to amend Page 9 of the draft minutes under his Council Communications to read: *“Rippe voiced concerns pertaining to Race/Color discrimination, noting he would like to participate in establishing ~~disceord~~ civil discourse or discussions with the appropriate stakeholders.”*

MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to approve Consent Agenda Item 3. A. as amended. **ROLL CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. **MOTION CARRIED 7-0.**

4. ADDITIONS/DELETIONS: None.

5. PRESENTATIONS:

5. A. COVID-19 (Coronavirus disease) Update

Fire Chief Kinkade presented a PowerPoint presentation overview pertaining to COVID-19 Response Update, which was updated in the Council packet. Chief Kinkade presented updates on the Situation Report (1,892 cases in Washington County, 21 deaths; State total is 12,438; 237 deaths statewide); Essential Needs for Forest Grove, Cornelius and Gaston; Community Emergency Outreach (community members may call 2-1-1 for emergency needs); and Food Bank Support and Current Planning Efforts. Kinkade addressed inquiries pertaining to hospital capacity in Washington County and food bank stabilization needs. In addition, VanderZanden provided an update on the Business Recovery Center at Adelante Mujeres. Public

Meetings: Recommendation that only essential Boards and Commissions meet virtually through the month of July.

6. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2020-04 AMENDING FOREST GROVE CODE OF ORDINANCES TITLE III (ADMINISTRATION), CHAPTER 35 (CITY ORGANIZATIONS), §35.090 THROUGH §35.099, RELATING TO AMENDING COMMUNITY FORESTRY COMMISSION BYLAWS

Staff Report:

VanderZanden presented the above-proposed ordinance for first reading, noting the proposed ordinance is amending City Code, Chapter 35, §35.090 through §35.099, relating to amending Community Forestry Commission (CFC) Bylaws. Pohl reported CFC reviewed and combined its existing bylaws to conform to the new bylaw template, noting CFC is proposing minor amendments to the code to clarify language and formally recognize the CFC's function as the City's tree board for Tree City USA® qualification, role conducting the City's annual Arbor Day celebration, and responsibility for overseeing the City's Urban Forest Management Plan. In addition, Downey reported the language is being updated so it is consistent with the criteria and procedures found in the adopted Development Code §17.5.140 Register Tree Designation. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider approving the proposed ordinance as outlined in Exhibit A, noting CFC approved the proposed bylaws at its meeting of June 17, 2020.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2020-04 for first reading.

VanderZanden read Ordinance No. 2020-04 by title for first reading.

MOTION: Councilor Rippe moved, seconded by Council President Wenzl, to adopt Ordinance No. 2020-04 Amending Forest Grove Code of Ordinances, Title III (Administration), Chapter 35 (City Organizations), §35.090 through §35.099, Relating to Amending Community Forestry Commission Bylaws.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

Rippe referenced §35.096(C) pertaining to CFC considering appeals of administrative decisions, to which VanderZanden affirmed the CFC does consider appeals and the language is consistent with the procedures found in the adopted Development Code. Rippe referenced § 35.099(C), noting it should read ...The purpose of the notice shall be to inform.

Valfre referenced §35.091, Membership, noting he recalls discussion that boards/commissions who are composed of even number of members, i.e., seven voting members and 1 student voting member, should be an odd number of members, to which VanderZanden explained that when the Council Subcommittee underwent the new bylaws reform review, the subcommittee discussed making student members voting members and discussed composition of boards/commissions and determined it was best to allow each board/commission to decide whether to increase/decrease its membership composition if an issue arose.

Public Hearing Continued:

Hearing no concerns from the Council, Mayor Truax continued the Public Hearing to August 10, 2020.

7. RESOLUTION NO. 2020-69 ACCEPTING THE CITY ENGINEER'S DRAFT REPORT ON THE FORMATION OF A PROPOSED SPECIAL IMPROVEMENT DISTRICT, PURSUANT TO FOREST GROVE CITY CODE SECTION 151.080 THROUGH SECTION 151.098, FOR 10TH AVENUE BETWEEN ELM STREET TO ITS EASTERLY TERMINUS

Staff Report:

Robertson presented the above-proposed resolution for Council consideration, noting the proposed resolution is accepting the draft Engineer's Report on the formation of a proposed Special Improvement District (SID), pursuant to City Code §151.080 through §151.098, for 10th Avenue between Elm Street and to its easterly terminus (10th Avenue Sewer Main Extension Improvement District). Robertson reported the draft Engineer's Report identifies the manner and method of carrying out the sewer improvements and approximate costs associated with making the improvements as

illustrated in Attachment 1, noting the City has been working with a group of property owners who have property along 10th Avenue east of Elm Street. As a result, a property owner initiated the petition to form a Local Improvement District (LID) to extend sewer to four properties within the proposed district that will benefit from the improvement and the petition was signed by 100 percent of the property owners of record within the proposed District. In addition, Robertson referenced the Preliminary Engineer's Estimate of Cost, noting the project is estimated to cost approximately \$193,500. In conclusion of the above-noted staff report, Robertson advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting staff will present the final Engineer's Report on September 14, 2020, at which time, Council will be asked to hold an Informational Public Hearing (refer below to Agenda Item 8).

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-69.

VanderZanden read Resolution No. 2020-69 by title.

MOTION: Councilor Valfre moved, seconded by Councilor Uhing, to approve Resolution No. 2020-69 Accepting the City Engineer's Draft Report on the Formation of a Proposed Special Improvement District, Pursuant to Forest Grove City Code Section 151.080 through Section 151.098, for 10th Avenue between Elm Street to its easterly terminus (10th Avenue Sewer Main Extension Improvement District).

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

8. **RESOLUTION NO. 2020-70 DECLARING INTENTION OF THE CITY OF FOREST GROVE TO FORM A SPECIAL IMPROVEMENT DISTRICT, IN ACCORDANCE WITH FOREST GROVE CITY CODE SECTION 151.080 THROUGH SECTION 151.098, FOR CONSTRUCTION OF SEWER MAIN AND INDIVIDUAL SERVICE LATERALS IN 10TH AVENUE BETWEEN ELM STREET TO ITS EASTERLY TERMINUS**

Staff Report:

Robertson presented the above-proposed resolution for Council consideration, noting the proposed resolution is declaring the intention to form a Special Improvement

District (SID), in accordance to Forest Grove City Code §151.080 through §151.098, for 10th Avenue between Elm Street and to its easterly terminus (10th Avenue Sewer Main Extension Improvement District). Robertson reported Council considered and accepted the draft Engineer's Report (Resolution No. 2020-69 above), which identifies the manner and method of carrying out the sewer improvements and approximate costs associated with making the improvements as illustrated in Attachment 1, noting the proposed resolution as required by City Code is setting an Informational Public Hearing on September 14, 2020. The purpose of the hearing is to allow persons impacted by the formation of the proposed District an opportunity to obtain information and to comment on the City's request to form the proposed District. In addition, the above-noted resolution outlines the process of the Public Hearing requirements, execution of resolution forming the District, and final implementation of the project construction costs. The Council has sole discretion after the hearing to decide whether or not to form the District. In conclusion of the above-noted staff report, Robertson advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting upon adoption of the resolution, staff would send notice, along with a copy of the draft Engineer's Report and estimated construction costs of the proposed improvements to each of the adjacent properties proposed to be included in the District.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-70.

VanderZanden read Resolution No. 2020-70 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Rippe, to approve Resolution No. 2020-70 Declaring Intention of the City of Forest Grove to Form a Special Improvement District, in accordance with Forest Grove City Code Section 151.080 through Section 151.098, for 10th Avenue between Elm Street to its easterly terminus (10th Avenue Sewer Main Extension Improvement District).

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. A. **RESOLUTION NO. 2020-71 AUTHORIZING CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN WASHINGTON COUNTY, OREGON, AND CITY OF FOREST GROVE, OREGON, FOR REIMBURSEMENT OF COVID-19 SMALL BUSINESS EMERGENCY ASSISTANCE**

EXPENDITURES

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the resolution is authorizing the City Manager to execute the final Intergovernmental Agreement (IGA) between Washington County and City of Forest Grove for reimbursement of COVID-19 Small Business Emergency Assistance Expenditures. VanderZanden reported Washington County received funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and has approved the distribution of \$2,500,000 from the County's allocation to reimburse cities within Washington County who initiated an emergency small business grant program in response to COVID-19. The City awarded grants to 83 businesses of up to \$2,500 to pay for one month of rent or mortgage costs in April and May, 2020. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider approving the draft IGA, as outlined in Exhibit A, noting the City has requested \$125,000 be reimbursed to the Forest Grove Urban Renewal Agency and \$24,600 be reimbursed to City for expenses incurred for a total of \$149,600 reimbursement.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-71.

VanderZanden read Resolution No. 2020-71 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Rippe, to approve Resolution No. 2020-71 Authorizing City Manager to Execute an Intergovernmental Agreement (IGA) between Washington County, Oregon, and City of Forest Grove, Oregon, for Reimbursement of COVID-19 Small Business Emergency Assistance Expenditures.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. B. **RESOLUTION NO. 2020-72 AUTHORIZING CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN WASHINGTON COUNTY, OREGON, AND CITY OF FOREST GROVE, OREGON, TO RECEIVE FUNDS TO ESTABLISH A SMALL BUSINESS GRANT PROGRAM**

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the resolution is authorizing the City Manager to execute the final Intergovernmental Agreement (IGA) between Washington County and City of Forest Grove, to receive funds for a Small Business Grant Program. VanderZanden reported Washington County received funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and has approved the distribution of \$10,000,000 from the County's allocation to reimburse cities within Washington County who implement a small business assistance grant program for necessary expenses due to COVID-19. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider approving the draft IGA, as outlined in Exhibit A, noting the City has requested a \$212,000 distribution to establish and administer in-house a Small Business Grant Program to provide grants to small businesses located within the City's jurisdictional boundaries for necessary expenses due to COVID-19.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-72

VanderZanden read Resolution No. 2020-72 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Valfre, to approve Resolution No. 2020-72 Authorizing City Manager to Execute an Intergovernmental Agreement (IGA) between Washington County Oregon, and City of Forest Grove, Oregon, to Receive Funds to Establish a Small Business Grant Program.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. C. RESOLUTION NO. 2020-73 DIRECTING CITY MANAGER TO IMPLEMENT THE SMALL BUSINESS EMERGENCY ASSISTANCE PROGRAM – ROUND TWO

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the resolution is directing the City Manager to implement the Small Business Emergency Assistance Program – Round Two. VanderZanden reported Washington County received funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and has approved the distribution of \$10,000,000 from the County's

allocation to reimburse cities within Washington County for small business grant support for necessary expenses due to COVID-19. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider approving the proposed resolution, noting the City's Small Business Emergency Assistance Program will be implemented in-house using the criteria outlined in Attachment 1 (Staff Memorandum dated July 13, 2020).

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-73.

VanderZanden read Resolution No. 2020-73 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Uhing, to approve Resolution No. 2020-73 Directing City Manager to Implement the Small Business Emergency Assistance Program – Round Two.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued pertaining to whether or not to expand the program criteria to allow city business licensed home-based businesses to apply for program funding if the business qualifies. In conclusion of the above-noted Council discussion, the following motion to amend was made.

MOTION TO AMEND: Councilor Rippe moved, seconded by Councilor Wenzl, to amend Resolution No. 2020-73, program criteria outlined in Attachment 1 (Staff Memorandum dated July 13, 2020) to include city business licensed home-based businesses to the program criteria.

Hearing no further concerns from the Council, Mayor Truax asked for a roll call vote on the above motion to amend.

ROLL CALL VOTE MOTION AS AMENDED: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

10. **RESOLUTION NO. 2020-74 AUTHORIZING CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN WASHINGTON COUNTY, OREGON, AND CITY OF FOREST GROVE, OREGON, TO RECEIVE FUNDS FROM THE CARES ACT AND CITY AND SPECIAL DISTRICT ASSISTANCE PROGRAM**

Staff Report:

Fire Chief Kinkade presented the above-proposed resolution for Council

consideration, noting the resolution is authorizing the City Manager to execute the final Intergovernmental Agreement (IGA) between Washington County and City of Forest Grove to receive funds from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and City and Special District Assistance Program. Kinkade reported Washington County has allocated \$7,000,000 to reimburse cities and special districts within Washington County for necessary expenses related to COVID-19. In conclusion of the above-noted staff report, Kinkade advised staff is recommending Council consider approving the draft IGA, as outlined in Exhibit A, noting the City is requesting reimbursement for actual incurred eligible expenses due to COVID-19.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-74.

VanderZanden read Resolution No. 2020-74 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Uhing, to approve Resolution No. 2020-74 Authorizing City Manager to Execute an Intergovernmental Agreement (IGA) between Washington County, Oregon, and City of Forest Grove, Oregon, to Receive Funds from the Cares Act and City and Special District Assistance Program.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

11. A. RESOLUTION NO. 2020-75 OF THE CITY COUNCIL ACCEPTING CITY MANAGER'S ANNUAL PERFORMANCE REVIEW

Mayor Truax presented the above-proposed resolution for Council consideration, noting Council heard the City Manager's self-evaluation on May 26 and held Executive Sessions on June 22 and July 13, 2020, to complete the review and present the annual performance review to the City Manager. Mayor Truax gave a brief recap of the City Manager's performance, noting Council found the City Manager's performance meritorious. Mayor Truax commended VanderZanden for his leadership and guidance and especially his coordination with the COVID-19 crisis. In conclusion of the above-noted report, Mayor Truax advised Council must evaluate the City Manager's performance at least once a year and must authorize by resolution the City Manager's annual base salary upon conclusion of the annual performance review in accordance with City Manager's Employment Agreement, Sections 5 and 6.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-75.

Mayor Truax read Resolution No. 2020-75 by title.

MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to adopt Resolution No. 2020-75 of the City Council Accepting City Manager's Annual Performance Review dated July 13, 2020.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

11. B. RESOLUTION NO. 2020-76 OF THE CITY COUNCIL AUTHORIZING COMPENSATION FOR CITY MANAGER FOR FISCAL YEAR 2020-21

Mayor Truax presented the above-proposed resolution for Council consideration, noting Council adopted Resolution No. 2020-75, refer to 11. A. above, accepting the City Manager's Annual Performance Review. In conclusion of the above-noted report, Mayor Truax advised Council must authorize by resolution the City Manager's annual base salary upon conclusion of the annual performance review, noting Council is proposing a two (2%) percent overall increase, which has been approved in the adopted budget for Fiscal Year 2020-21.

Mayor Truax read Resolution No. 2020-76 by title.

MOTION: Councilor Valfre moved, seconded by Councilor Wenzl, to adopt Resolution No. 2020-76 of the City Council Authorizing Compensation for City Manager for Fiscal Year 2020-21: Section 1. The City Manager's base salary shall be as follows, effective July 1, 2020, through June 30, 2021: \$13,177.25/monthly; \$158,127.00/annually (2% increase); and Section 2. The City Manager's vehicle allowance in lieu of the City providing the use of a city-owned vehicle shall be as follows, effective July 1, 2020, through June 30, 2021: \$264.00/monthly; \$3,168.00/annually (2% increase), and Repealing Resolution No. 2019-49.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the

above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

12. **RESOLUTION NO. 2020-77 AMENDING THE CITY OF FOREST GROVE'S DECLARATION OF STATE OF EMERGENCY, EFFECTIVE MARCH 14, 2020, AT 1:00 P.M., TO BE EXTENDED AND REMAIN IN EFFECT UNTIL 8:00 P.M. ON AUGUST 10, 2020, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2020-57**

Staff Report:

Mayor Truax presented the above-proposed resolution for Council consideration, noting the resolution is extending the duration of the City's emergency declaration that went into effect March 14, 2020, through April 13, 2020; extended through April 30, 2020 (first time); extended to May 11, 2020 (second time); extended to May 31, 2020 (third time); extended to June 8, 2020 (fourth time); extended to June 22, 2020 (fifth time); extended to July 13, 2020 (sixth time) and now extending to remain in effect until 8:00 p.m. August 10, 2020 (seventh time), unless superseded sooner. Mayor Truax advised he will remain in compliance with the Governor's State of Emergency and extend the City's declaration if needed due to COVID-19 public health emergency.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-77.

VanderZanden read Resolution No. 2020-77 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Valfre, to approve Resolution No. 2020-77 Amending the City of Forest Grove's Declaration of State of Emergency, Effective March 14, 2020, at 1:00 P.M., to be Extended and Remain in Effect Until 8:00 P.M. on August 10, 2020, Unless Superseded Sooner; Amending Resolution No. 2020-68.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

13. **COUNCIL COMMUNICATIONS:**

Kottkey spoke about racial equity, the challenges and self-awareness. Kottkey reported on topics that she will be highlighting in her Neighborhood Newsletter, i.e., information about funding and donations for Washington County Volunteer Fire & Rescue Association's July 4th fireworks event, and Police Department's policies and topics that are published on the City's website. In addition, Kottkey referenced an e-mail that was sent to Council on July 13, 2020, from Chris Billman, NW Cox Road, Forest Grove, regarding bias behavior towards bicycle lane users, noting she is uncertain what protocols are in place for responding to these types of e-mails, to which Mayor Truax advised it is best that the City Manager response and copies Council on replies (see below for additional information under Mayor's Report).

Rippe reported attending Economic Development Commission's virtual meeting, noting he is concerned that the Chamber has only one part-time assistant and that some businesses are not getting communications or information expediently about the funding resources and programs available. In addition, Rippe reported attending Department of Public Safety Standards and Training webinar sessions for community leaders; attending Representative Susan McLain's virtual town hall meeting on police reform and reported attending Sister Cities Committee's (SCC) virtual meeting, noting Nyuzen is planning to send a student delegation in early December depending on COVID-19 situation report and the SCC appointed Azumi Stapp as Vice Chair (Larisa Nefedov, Chair). Rippe noted Nyuzen had a very nice memorial displayed honoring Sandy Garcia, past president of SCC, who passed away earlier this year.

Uhing asked if the City could publish the Business Recovery Center's information on the reader board, to which VanderZanden advised he would make sure that it gets published. Uhing asked when public information about the Aquatic Center's reopening plan will be published, to which VanderZanden advised he would update the next Situation Report. Uhing provided insight regarding the above-mentioned e-mail that was sent to Council, noting the City has taken actions on most complaints but there are some issues beyond the city's control, such as the state highways. In addition, Uhing noted that she would like the City to explore other compensation for employees, such as working at home agreements and telecommuting to work.

Valenzuela reported the Cornelius Farmers' Market has opened and will run until the end of September, located at the Cornelius Library courtyard, noting she is hopeful attendance will increase.

Valfre reported the Library is providing curbside service and is doing a great job engaging the public and increasing readership and is considering purchasing free Wi-Fi hot stops. In addition, Valfre reported attending National League of Cities' webinar on racism; attending Representative Susan McLain's virtual town hall meeting on police reform and attending Department of Public Safety Standards and Training

webinar sessions for community leaders, noting he was troubled after attending the webinars that there did not seem to be a national basic standard when it comes to policing.

Council President Wenzl reported Committee for Community Involvement (CCI) is planning to meet virtually August 4, 2020, noting she sees an opportunity for the Annual Town Meeting's topic to be focused on policing reimagining and the new formation of a community policing advisory commission. Wenzl asked Council to submit their feedback to her prior to CCI's meeting. Wenzl reported attending Forest Grove Rural Fire Protection District meeting, noting the board reappointed the same officers. Wenzl gave an update on Rogers Park, noting the project is scheduled to be completed October/November. Wenzl noted she is hoping that the ribbon cutting celebration will be focused on community members and donors. In addition, Wenzl suggested the City consider closing off 21st Avenue on Fridays and Saturdays so restaurants can expand outdoor seating, similar to Ashland who shuts down their whole plaza.

14. City Manager's Report:

VanderZanden presented the City Manager's Report, dated July 13, 2020, noting Boards and Commissions may meet virtually on an as-needed basis. National Night Out was rescheduled to October 6, 2020. Council Election Packets are available online and at City Hall; filing deadline is August 25, 2020, 5pm. VanderZanden advised staff is preparing a detailed response to the above-mentioned e-mail and he will ensure that Council is cc'd on staff's reply. In addition, VanderZanden reported on various department-related activities and projects as outlined in the activity report.

15. MAYOR'S REPORT:

Mayor Truax advised Councilors replying to e-mails using "Reply All" risks violating public meetings law through serial communications. In addition, Mayor Truax advised Councilors to use Webex chat at their discretion, noting the chat option should not be used if it relates to policy. Due to the time, Mayor Truax had nothing further to report.

Council recessed at 9:09 p.m. for a break and reconvened at 9:24 p.m.

15. A. Council Consensus to Submit Top Four Priorities to League of Oregon Cities for 2021 Legislative Agenda

Each city was asked to review 26 legislative objectives set forth by the League of Oregon Cities' (LOC) policy committees for the 2021 Legislative Agenda and provide input to the Board of Directors as they prepare the LOC's 2021 Legislative Agenda. Council was asked to individually select their top four objectives. At the conclusion of the roundtable discussion, Council reached consensus to submit the following five objectives for consideration:

- **D. COVID-19 Economic Recovery Investments** – Valfre, Wenzl, Valenzuela, Uhing (4)
- **E. Digital Equity and Inclusion** – Rippe, Wenzl, Uhing (3)
- **F. Expedited Siting for Shelter and Affordable Housing** – Valfre, Wenzl, Valenzuela, Truax (4)
- **N. Long Term Transportation Infrastructure Funding** – Rippe, Wenzl, Uhing, Truax (4)
- **Q. Mental Health Service Delivery** – Rippe, Valfre, Uhing (3)

16. **ADJOURNMENT:**

Mayor Truax adjourned the regular Council meeting at 9:30 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder